

Stand Up for Your Neighborhoods Ad Hoc Blight Committee Meeting January 13, 2015

(Please print information)

Name	Business/COJ Department	Address	Phone	Email
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Alanna	Self			
R. Pr. Jo	Self	1013-11	255-7000	pr-joe@coj.net
1. 11/11 6327	1505	MS	430-2337	"
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Kevin Brudice	Public Learning Service Net		858 6100	
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Imberly Scott	Regulatory Compliance	214 Hogan	255-7099	iscott@coj.net
John Kappas	Public Works	" "	255-8748	kappas@coj.net
Richard Johnson	Grace and Truth CDC	932 NSD	343-7206	
Daniel Davis	PJ MLD	605 STOWELT C	472-2951	mdaniel@coj.net
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Paul T. Tuller	NSCCL	3416 Murray Rd	598-9181	pttuller203@yahoo.com
Gracie McKeister	Delta Sigma Theta	11424 Secretariat Ln. W.	236-9988	mckeistergracie56@gmail.com
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Daneshadlou	ITD PMO	EA Place Pkwy	255-8029	proldg@coj.net
Alexellon	JFED		255-313a	
Tracy Lynn	PLCS	312 Blvd	255-7908	alcyen3@bhami.com
Shawn Logan	Corporate New Hope	1130 N Main St	354-4673	young@corporatenewhope.com
Alanna	JCSA	2144 Church St	655-7788	younbun@jcsa.com
Leahly Gray	ONH	1830 N Main St	354-4623	legray@oanformation.com
1140 DKS Atlanta	STX		633-8518	1140dks@stx.com
Michelle Vapanti	Ability Housing		359-9105	MVapanti@abilityhousing.org
Joe Myers	RCM ERI	31500	255-7922	Myers@coj.net

Agenda

Ad Hoc Committee on Blight - Neighborhoods

January 14, 2015

10 a.m.

Lynwood Roberts Room

Note about Parking: Those parked in the Library Parking garage can have parking validated at the end of the meeting. See Dan Macdonald at the end of the meeting.

Committee: E Denise Lee, Chair; Council Member Jim Love; Council; Council Member John Crescimbeni, Council Member Bill Bishop, Council Member Warren Jones, Council Member Bill Gulliford, and Council Member Greg Anderson.

Call to order

Approve minutes from December 10, 2014 meeting

Old Business:

- ✓ **Habijax Update**
 - Report on zombie foreclosures affecting Habijax properties – Allison Albert, Jacksonville Legal Aid
- ✓ **CDC Report**
 - Map depicting coverage areas of each CDC. – Calvin Burney, Planning and Development
 - CDC Organizational Profile – Elaine Spencer, Housing and Community Development
 - Best Practices and Procedures for building Neighborhood Organizations – Elaine Spencer, Housing and Community Development
- ✓ **Foreclosure procedure on properties with uncooperative or unreachable owners --** Peggy Sidman, OGC
- ✓ **Planning Department process for screening and setting criteria for non-profit and for-profit agencies attempting to acquire properties.** – Calvin Burney, Planning and Development
- ✓ **Status Report on 45th Street and B Avenue.** – Calvin Burney, Planning and Development
- ✓ **Report from Car Wash Committee** – CM John Crescimbeni, Chair

New Business

- **Scheduling of future Ad Hoc Blight Committee Meetings** – CM Crescimbeni

Public Comment and Complaints

Adjourn



OFFICE OF THE CITY COUNCIL

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4TH FLOOR, CITY HALL
JACKSONVILLE, FLORIDA 32202

STAND UP FOR YOUR NEIGHBORHOODS **SUBCOMMITTEE MEETING MINUTES**

Amended

December 10, 2014
10:00 a.m.

City Hall
117 W. Duval St., 1st Floor
Lynwood Roberts Room

Attendance: Council Members Denise Lee (Chair), John Crescimbeni (arr 11:36a) Warren Jones, Jim Love (arr 11:45a)

Excused: Council Members Greg Anderson, Bill Bishop, Bill Gulliford

Also: Karen Bowling – Mayor’s Office; Chief Pat Ivey – Jacksonville Sheriff’s Office; Kimberly Scott – Regulatory Compliance; Robert Campbell – Council Auditor’s Office; Elaine Spencer – Housing & Community Development; Peggy Sidman and Cherry Shaw – Office of General Counsel; Calvin Burney – Planning & Development; John Pappas – Public Works; Jeff Foster – Solid Waste; Robert Prado – Municipal Code Compliance; Dan Macdonald – ECA; Yvonne P. Mitchell – Council Research Division

See attached sign-in sheet for additional attendees.

Council Member Lee called the meeting to order at 10:13 a.m. The meeting began with introductions from the committee and attendees. CM acknowledged Mr. Antonio Lopez on his confirmation as the new Director of Parks, Recreation & Community Services Department. Additionally, she explained there was one Ad Hoc Committee on Neighborhood Blight. The committee is addressing two main components: land and human blight (Stand Up for Your Neighborhood). The committee meets weekly and alternates between the two components.

Minutes

Motion/2nd move to approve December 3rd minutes – Crescimbeni/Jones (4-0)

HabiJax Abandoned Properties in New Town – Mary Kay O’Rourke

Ms. O’Rourke explained that HabiJax was a community development corporation with a primary focus on housing; and recently added economic development as a main focus. The past four years all of HabiJax efforts (approximately \$12 million) have been specific to New Town and College Garden areas. Over 250 homes have been built and renovated in New Town. Currently, the agency is the only developer building homes in the area. HabiJax has demolished 36 blighted properties during this time in an attempt to help revitalize the community. Ms. O’Rourke commented HabiJax has had difficulty in acquiring several blighted properties due to various reasons (liens, excessive purchase price, inability to locate owner, etc.) It

was stated HabiJax would be willing to demolish some unsafe structures on properties at no expense to the City. HabiJax is committed to the neighborhoods; and would like the first opportunity to acquire properties; however, it would not impact their offer to demolish. Ms. O'Rourke showed several pictures of structures that were restored, newly constructed, and currently in blighted conditions.

In response to the report, Ms. Allison Albert inquired whether any of the properties were bank owned. She explained that some banks decline to completely foreclose on properties because the value of the home has deteriorated significantly. In most of these type of cases, the homeowners are unaware the foreclosure was not completed by the bank and they still own the property. There are currently 2500 zombie properties in the county which are primarily in the minority communities.

Assignments

- John Pappas - report on the status of mowing maintenance in the 3rd Street West area
- Kimberly Scott - assist Ms. O'Rourke with logistics of fines and what can be done
- Peggy Sidman - research legal steps for the City with acquiring or foreclosing on properties with owners that are uncooperative, unreachable, etc.
- CM Jones – facilitate meeting regarding HabiJax list of abandoned properties at the Unsafe Structures Subcommittee and provide report in January
- Allison Albert – research HabiJax list and provide information regarding zombie foreclosures

Historic Structures Update – CM Warren Jones & Cherry Shaw

CM Jones acknowledged all the partners involved in the drafting legislation and substitute. The bill is 2014-427 and has been introduced to the Council. The substitute includes new sections to coincide with State language along with defining unsafe structures, non-historic structures, and blighted structures. CM Jones explained unsafe properties will be offered for purchase to: non-profit organizations, for-profit organizations, and adjoining property owners before it can be subject to demolition. It was suggested the process include criteria on out of state for-profit agencies (LLCs) purchasing property; allow Duval County citizens first priority of purchase; and maintain updated contact information on owners. The Planning & Development Department will decide what entities will acquire these properties.

Motion/2nd move to approve 2014-427 substitute - Crescimbeni/Jones (4-0)

Assignments

- Mr. Burney – present on the PD application process of screening and criteria for non-profit and for-profit agencies attempting to acquire properties

CDC Reports in Fines

1. Wealth Watchers (WW) – Ms. Carrie Davis reported WW had nuisance liens totaling approximately \$6,000. She stated the liens were paid on 12/10/14. WW was established in 2001. Their primary focus is housing counseling; community and economic development; and real estate development. The main service area is Sherwood Forest. WW established Sherwood Forest Community Network as a neighborhood organization.

Projects funded through COJ

0 1st Street East Jacksonville (Funding source - NSP3; \$2.7 million; 24 unit multi-family dwelling)
1224 Pippin Street (Funding source - NSP3; \$50,000; rehab single family dwelling)
1811 Hubbard Street (Funding source - NSP3; \$50,000; rehab single family dwelling)
2045 Burgoyne Drive (Funding source - Rental rehab; \$30,000; single family dwelling)
8061 Marion Circle (Funding source - Rental rehab; \$30,000; single family dwelling)

The listed projects have not been completed. Ms. Davis commented delays in completion of projects involve the inability of City Council and Housing Department to establish appropriate policies.

2. Community Development Coalition Corporation (CDCC) – Mr. Colin Bingham stated the organization was founded in 2009. CDCC does not receive nor has ever applied for any funding from the City. Properties are acquired through banks to rehab. The service area is Duval County. In response to request, Mr. Bingham commented the list of properties/projects is a CHDO requirement and is submitted to Housing Department every year. Additionally, after property is completed and does not sell within a 120 days, it is placed in the rental program. In the past 8 months, five properties have been sold and three are currently in the rental program.
3. Operation New Hope (ONH) – Mr. Kevin Gay stated the organization was founded in 1999. The agency owes \$806.82 in nuisance liens which will be paid soon. The neighborhood organizations established under ONH include Eastside Neighborhood Housing Alliance; Eastside Neighborhood Watch; Springfield North Community Association; and Building EPIC Communities. All of the organizations have met between October and November. Mr. Gay reported ONH has completed 86 projects and approximately 100 emergency roofing projects through funding from the City. The core areas of concentration for housing are Springfield and lower Eastside neighborhoods.
4. Northwest Jacksonville CDC (NJCDC) – Mr. Paul Tutwiler stated the organization was founded in 2001. The agency has one administrative lien in excess of \$300,000 on a property located on Dixon Street. The lien is from the previous owner. Mr. Tutwiler is awaiting a determination regarding a waiver or reduction of lien. Mr. Prado reported all appropriate forms have been completed and submitted to the General Counsel's Office. The community organizations established are: Golfair Estates HOA; Hendersonville Association; Myrtle/Moncrief Business Association; Planet Watch Association; NW Jacksonville Ministers Coalition; Royal Terrace Community Network; and Durkeeville Historical Society. There are several neighborhoods in the service area including Grand Park, Durkeeville, Hendersonville, Joe James, Royal Terrace and 29th & Chase.
5. Grace and Truth CDC (GTCDC) - Bishop E. M. Johnson stated the organization was founded in 2001. The agency has one nuisance lien in the amount of \$564.29. Additionally, Bishop Johnson stated several of his acquired properties have previous nuisance liens (\$13,568.11) that have not been paid but were supposed to be forgiven by Housing & Community Development. He commented the forgiveness process needed to be reinstated to assist CDCs. He requested the bill that CM Redman was supposedly introduced be researched.
6. Helpful Citizens, Inc. (HCI) - Bernard Wilson stated the organization was founded in August 2006. This agency has zero debt with the COJ. He listed a few projects completed that are in the New Town area. The organizations established included Helpful Citizens for Veterans which is throughout Jacksonville and Helpful Citizens Community Services. The last meeting held was December 9, 2014.
7. Metro North CDC (MNCDC) - Reggie Fullwood stated the organization was founded in 2001. He became the executive director in 2010. The primary neighborhoods within the agency's boundaries are Brentwood and Northshore. Mr. Fullwood commented there may be a balance on a current rehab project at 228 7th Street W. He needs to get clarification because the lien was paid; however, he received notice of \$2.70. MNCDC has established five neighborhood organizations since its inception. Metro North Community Garden was established under Mr. Fullwood. This organization has numerous projects and more detailed information will be submitted.

CM Lee recommended that CDCs increase their engagement within the neighborhood associations to improve the involvement of citizens in the community. It was requested that CDCs consider adding areas currently not covered to their service boundaries. This would extend rehabilitation and growth throughout Jacksonville; and minimize there being several CDCs covering the same service area. There should be more communication between CDCs and the City to ensure that RFPs for projects are equally distributed. CDCs should not have to extend outside of their boundaries for other projects when service is still needed.

in their listed neighborhoods. In addition, CDCs were requested to meet to discuss boundaries for maximal coverage.

Assignments

- Planning & Development Department – provide a map displaying the areas of service for all the CDCs.
- Elaine Spencer – revise the CDC Organizational Profile to include:
 - a. Every project since inception
 - b. Year approved
 - c. Amount received
 - d. Funding source
 - e. Type of project (single family, multi-family, commercial)
 - f. Status of project (complete, incomplete)
 - g. Target area
 - h. Community organizations established
 - i. Last meeting held with each organization
 - j. Number of meetings held in last year
- CDCs – provide additional requested information
- Bishop Johnson – meet with Ms. Johnston or Ms. Shaw regarding legislation in question
- Reggie Fullwood – meet with Mr. Prado to determine if Metro North has any liens

Crime statistics Maps Zone 2 & 4 - Pat Ivey

Chief Ivey presented a map of all aggravated battery incidents reported within the last 60 days. Zone 2 (Arlington to the Beaches) had a total of fifty-five (55) incidents in 60 days. Zone 4 (Westside) had a total of ninety-nine (99) incidents in 60 days. It should be noted that Zone 4 ranks number one for all crimes in Duval County.

Chief Ivey reported the collection of data regarding illegal dumping is comprised of three sources: CARE System, Solid Waste Division, and other entities. Based on the combined information determines the priority of the surveillance camera location. JSO has enhanced the process for addressing illegal dumping. There is an officer in each zone that will be responsible for illegal dumping surveillance and investigation. Chief Ivey reported the new process has had its first successful case. The zone officer located the violator, obtained a confession, and issued a notice to appear. The violation is a misdemeanor.

Items for Next Agenda

Best practices and procedures in building Neighborhood Organizations (Elaine Spencer)
Status report of 45th Street & Avenue B (Folks Huxford)
Car Washes (CM Crescimbeni)

Public Comment

Ms. Davis expressed her passion for the work in the community. She suggested that the CDCs, the City, and Council members continue in this learning process and dialogue to discuss the restrictions on CDCs that minimize their efforts due to legislative issues.

Mr. Bingham requested that the threshold for donated properties be reconsidered because banks have increased their prices.

Mr. Tutwiler commented on behalf of Northwest Jacksonville CDC was in support of bill 2014-427.

Bishop Johnson requested the status of the legislation regarding the lien forgiveness. He explained that the lien forgiveness program is vital to CDCs trying to do work in the communities. In response to Ms. Davis comment, Bishop Johnson agreed that the City needs to meet with the CDCs to discuss more resources and capacity to get the work done.

Mr. Wilson believes citizens are unaware of where to take their garbage/trash. He inquired about the locations for dumping.

Ms. Fullwood suggested the CDCs schedule a meeting with CM Lee to gain a better perspective of the issues.

Mr. Gay expressed his support for 2014-427. He confirmed the passion mentioned by others that it takes to do this work. Additionally, he supports the lien forgiveness program because it allows the CDCs to obtain the blighted properties and improve the quality of the neighborhood.

Ms. Albert mentioned she had the report regarding the funds JALA received from the Vacant Registry.

Ms. Brooks expressed her appreciation to Ms. Mary Beth from the Planning & Development Department for her assistance with gathering information about the neighborhood retention pond.

Ms. Hightower stated she supported the CDCs being present and being held accountable for continuous improvement within the neighborhoods. She desires to see and hear more from the CDCs, especially where there may be more than one servicing the same area.

Assignments

- Housing & Community Development – schedule a permanent meeting day and time with CDCs

There being no further business, the meeting was adjourned at 1:17 p.m.

Yvonne P. Mitchell, Council Research Division (904) 630-1679

Posted 12.12.14 11:00a.m.

Foreclosure Process

Presented by:

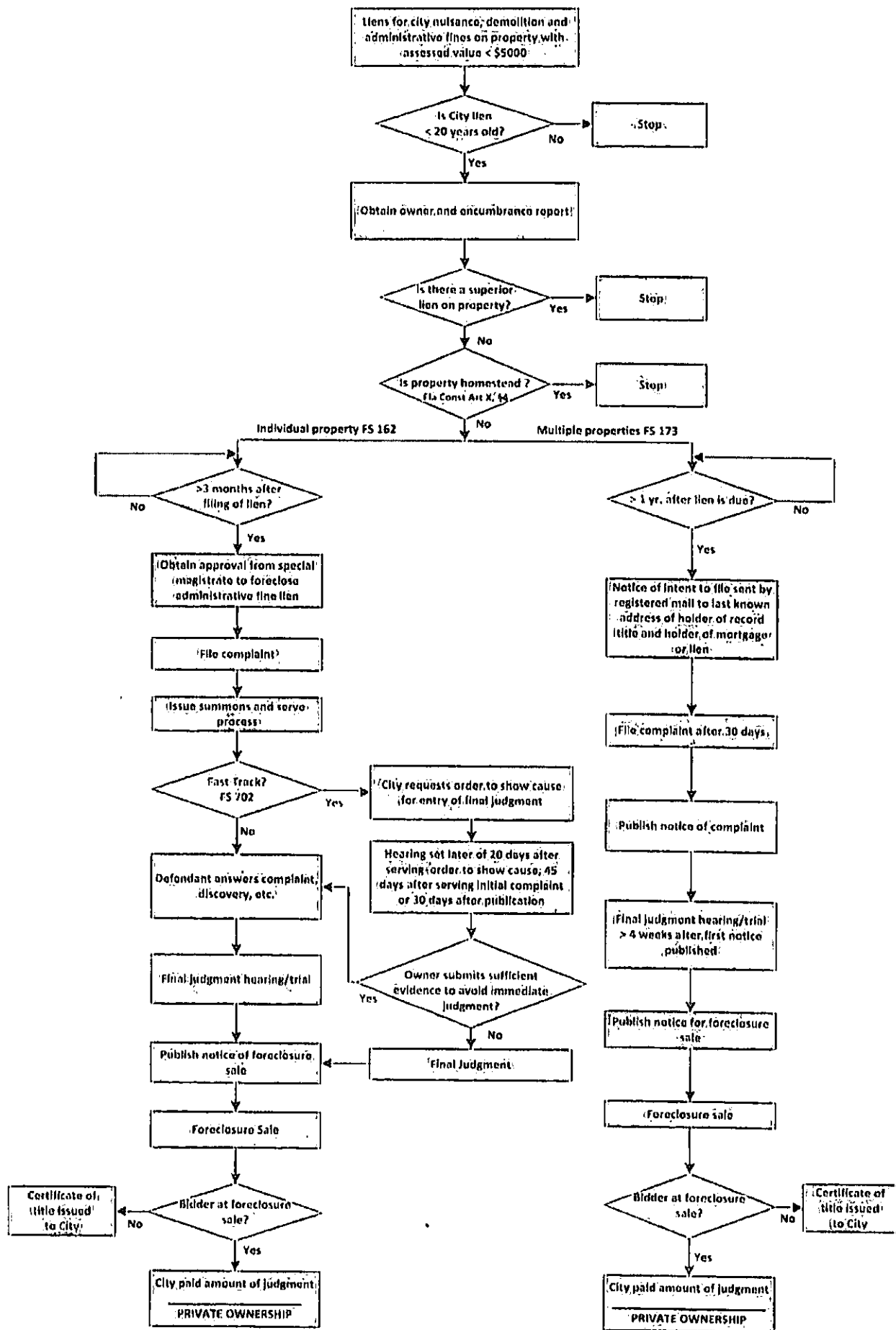
Margaret M. Sidman,

**Office of General
Counsel**

January 14, 2015

FORECLOSURE PROCESS FLOW CHART

CITY LIENS ANALYSIS



PROCESS FOR CONVEYANCE OF PROPERTIES THROUGH HOUSING AND COMMUNITY DEVELOPMENT DIVISION TO COMMUNITY HOUSING DEVELOPMENT ORGANIZATIONS (CHDO'S) & NON-CHDO'S

Green type is Real Estate (RE) Division responsibility

PHASE I - INITIAL INVESTIGATION & CONTACT

- Parcels are received by Real Estate (RE) Division from Clerk of Circuit Court;
- Parcels are circulated to City Agencies;
- Responses are reviewed;
- Action is taken based on responses;
- Parcel is investigated by Planning and Development Department - Housing and Community Development Division (HCDD) to determine if it is suitable for affordable housing.

PHASE IIa REQUEST FROM CHDO

- If a parcel is assigned to the HCDD land inventory, requests are directed to HCDD.
- Contact is made to Council District Member where land is located for verbal approval;
- Approval memo signed by Council District Member is delivered to RE from HCDD,
- An agreement for donation is prepared and sent to the CHDO with HCDD copied;
- Once signed and returned to RE from CHDO, **Quit Claim deed is sent to Mayor for execution with:**
 - 1) Agreement,
 - 2) Council Member's approval signed letter and
 - 3) Copy of Ordinance 1997-14-E
- When deed is received back to RE, it is recorded and mailed to CHDO, with HCDD copied.

PHASE IIb - REQUEST FROM NON-PROFIT (NON CHDO) OR FOR-PROFIT

- Requests are directed to Housing and Community Development - HCDD;
- HCDD contacts Council District Member for discussion and verbal approval;
- Verbal approval is received by Real Estate Division from Council Member;
- Legislation is prepared to convey the parcel(s), to specific non-profit;
- Once legislation is approved, a copy is sent with **Quit Claim Deed** to Mayor for execution.
- When deed is received back to RE, it is recorded and mailed to outside organization, with HCDD and Council Member copied.

PHASE III - MONITORING FOR CONSTRUCTION

- If property is not immediately donated, it must be maintained per policy of Division/Department.
- Per 97-14, HabiJax or CHDO has 12 months from time of conveyance to begin construction of affordable housing unit and 18 months to complete.
- It is the responsibility of the Non-profit to maintain the land in accordance with Municipal Code.

Communiy Development Corporation							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
2107 Ashland	32207	-\$14,411.64		Before	\$14,411.64	Released	Yes 9/12/14
470 19th Street W	32206	\$0.00	-\$72,250.00	Before	\$72,250.00	Released	Yes 9/12/14
Totals		\$0.00	\$0.00		\$86,661.64		
Total Fees Outstanding		\$0.00					
Grace and Truth							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
1119 Glencarin Street	32208	\$0.00	\$118,500.00	Before	\$0.00	Pending	
656 Escambia Street	32208	\$7,377.11		Before	\$0.00	Pending	
800 Blk Broxton Street	32208	\$588.16		Before	\$0.00	Pending	
1200 Blk Ardoon Street	32208	\$1,917.88		Before	\$0.00	Pending	
918 Maynard Street	32208	\$3,685.76		Before	\$0.00	Pending	
759 Escambia Street	32208		\$119,750.00	Before	\$0.00	Pending	
1027 North Shore Drive	32208	\$569.93		After	\$0.00		
0 Kenmore Street	32208	\$0.00	\$0.00			RE# 032538-0000	Yes 11/7/2006
0 North Shore Drive	32208					RE#032560-0000	Yes 5/11/2005
0 Ardoon Street	32208	-\$1,917.18		Before	\$1,917.18	RE#032679-0000, Fee to be released by Real Estate	Yes 3/9/2005
Totals		\$4,844.55	\$238,250.00		\$1,917.18		
Total Fees Outstanding		\$243,094.55					

Habitat for Humanity Jacksonville Inc.							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
7503 WAKEFIELD AVE	32208	0.00	-35,500.00	Before	\$35,500.00	Fine Vacated by Special Magistrate, case closed	
226 19TH ST	32206	0.00		Before	\$20,262.33		
1350 20TH ST	32209	0.00		Before	\$7,152.64		
1969 14TH ST	32209	0.00		Before	\$517.18		
2862 9TH ST	32254	0.00		Before	\$14,931.09		
1414 ST CLAIR ST	32254	0.00		Before	\$12,489.15		
1524 POWHATTAN ST	32209	0.00	121,900.00			Request for Lien Release Submitted 12/23/14	
1510 FAIRFAX ST	32209	679.74		Before	\$	Request for Lien Release Submitted 12/23/14	
1511 7TH ST	32209	0.00	168,500.00			Request for Lien Release Submitted 12/23/14	
0 6TH ST	32209	5,806.32		Before	\$	Request for Lien Release Submitted 12/23/14	
1476 7TH ST	32209	0.00		Before	\$270.26		
326 ACOSTA ST	32204						
270 OSCEOLA ST	32204	0.00		Before	\$21,763.77		
2934 FITZGERALD ST	32254	0.00		Before	\$3,584.12		
460 DAY AVE	32254	0.00		Before	\$26,327.27		
454 DAY AVE	32254	0.00		Before	\$		
1257 MULL ST	32205	0.00		Before	\$3,421.70		
5583 PLYMOUTH ST	32205						
1240 IONIA ST	32206	0.00		Before	\$16,171.87		
1111 BARNETT ST	32209	6,454.77		Before	\$	Request for Lien Release Submitted 12/23/14	
1471 WINDLE ST	32209	9,009.84		Before	\$	Request for Lien Release Submitted 12/23/14	
1625 2ND ST	32209	208.83		Before	\$	Request for Lien Release Submitted 12/23/14	
1008 LAWRENCE ST	32209						
1121 FAIRFAX ST	32209	14,751.38		Before	\$	Request for Lien Release Submitted 12/23/14	
1236 TYLER ST	32209	7,361.52	509,750.00	Before		Request for Lien Release Submitted 12/23/14 - Property in compliance 1/1/15	
679 CHESTNUT ST	32205						Yes 1/6/2003
0 24TH ST	32209	0.00		Before	\$6,297.34		
1711 26TH ST	32209	0.00		Before	\$44,416.96		
0 PEARCE/26th ST	32209	0.00		Before	\$2,412.07		
5734 BENEDICT RD	32209						
0 21ST ST	32209						Yes 12/16/2002
0 26TH ST	32209						Yes 12/16/2002
1450 24TH ST	32209	0.00		Before	\$8,224.50		
1599 23RD ST	32209	0.00		Before	\$1,533.78		
1225 24TH ST	32209	0.00		Before	\$875.56		
1133 VAN BUREN ST	32206	0.00		Before	\$6,471.00		
1115 5TH ST	32206	0.00		Before	\$260.82		
1129 DYAL ST	32206	0.00		Before	\$648.27		
2125 WESTCOTT ST	32206	0.00		Before	\$11,838.86		
839 BRIDIER ST	32206	0.00		Before	\$21,862.93		
Totals		\$44,272.40	\$764,650.00		\$267,233.47		
Total Fees Outstanding		\$808,922.40					

Helpful Citizens CDC *Information not provided by organization							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
Total Fees Outstanding		\$0.00					
Metro North CDC							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
Total Fees Outstanding		\$0.00	No Outstanding Fees				
Northwest Jacksonville CDC							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
0 BRONSON LN	32219	\$0.00	\$0.00	N/A	\$12,077.40		
920 15TH ST W	32209	\$0.00	\$0.00	N/A	\$1,389.46		
2520 TEAL ST	32209	\$0.00	\$0.00	N/A	\$2,096.82		
1225 16TH ST W	32209	\$0.00	\$0.00	N/A	\$1,192.10		
1257 16TH ST W	32209	\$0.00	\$0.00	N/A	\$1,662.35		
0 WILCOX ST	32209	\$0.00	\$0.00	N/A	\$20,163.50		
825 DIXON ST	32254	\$0.00	\$3,000.00	N/A	\$691,500.00	Fee reduced from \$694,500 to \$3,000 by Regulatory Compliance (1/13/15)	Yes 10/12/2009
1056 POWHATTAN ST	32209	\$0.00	\$750.00	Before	\$6,250.00	Fee reduced from \$7,000 to \$750.00 by Regulatory Compliance (1/13/15)	
1045 22ND ST W	32209	\$0.00	\$0.00	N/A	\$3,234.39		
1116 26TH ST W	32209	\$0.00	\$750.00	Before	\$111,250.00	Fee reduced from \$112,000 to \$750.00 by Regulatory Compliance (1/13/15)	
1565 30TH ST W	32209	\$0.00	\$0.00	N/A	\$1,044.58		
1557 30TH ST W	32209	\$0.00	\$0.00	N/A	\$2,079.74		
1551 30TH ST W	32209	\$0.00	\$0.00	N/A	\$972.62		
2030 TALLADEGA RD	32209	\$0.00	\$750.00	Before	\$13,450.00	Fee reduced from \$14,200.00 to \$750.00 by Regulatory Compliance (1/13/15)	
1762 26TH ST W	32209	\$0.00	\$0.00	N/A	\$273.08		
1195 26TH ST W	32209	\$0.00	\$7,000.00	Before		Pending Request for Release	
0 26TH ST W	32209	\$0.00	\$0.00	N/A	\$288.02		
1210 26TH ST W	32209	\$2.91	\$0.00	N/A	\$7,421.00		
0 24TH ST W	32209	\$0.00	\$0.00	N/A	\$8,191.28		
3321 MONCRIEF RD	32209	\$0.00	\$0.00	Before	\$12,200.00	Settlement paid, case closed	
1171 23RD ST W	32209	\$0.00	\$0.00	N/A	\$5,041.68		
1283 22ND ST W	32209	\$0.00	\$0.00	N/A	\$10,370.65		
1914 REDELL ST	32206	\$0.00	\$611,250.00	After	\$641.70	Pending Request for Release	
Totals		\$2.91	\$623,500.00		\$912,790.37		
Total Fees Outstanding		\$623,502.91					

Operation New Hope							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
0 w. 11th Street	32206	\$0.00	\$0.00		\$0.00		Yes 4/22/08
1577 Florida Ave	32206	\$23,595.47	\$0.00	BEFORE	\$0.00	Pending Request for Release	
1052 E. 7th Street	32206	\$15,998.98	\$377,000.00	BEFORE	\$0.00	Pending Request for Release	
721 E. 5th Street	32206	\$6,759.65	\$0.00	BEFORE	\$0.00	Pending Request for Release	
624 Jessie Street	32206	\$7,026.14	\$0.00	BEFORE	\$0.00	Pending Request for Release	
729 Pippin Street	32206	\$7,445.46	\$0.00	BEFORE	\$0.00	Pending Request for Release	
0 Spearing Street	32206	\$1,004.64	\$0.00	BEFORE	\$0.00	Pending Request for Release	
706 Phelps Street	32206	\$15,760.70	\$0.00	BEFORE	\$0.00	Pending Request for Release	
1039 Palmetto ST	32206	\$11,890.18	\$0.00	BEFORE	\$0.00	Pending Request for Release	
1022 Spearing Street	32206	\$1,669.06	\$0.00	BEFORE	\$0.00	Pending Request for Release	
667 Franklin Street	32202	\$1,040.73	\$0.00	BEFORE	\$0.00	Pending Request for Release	
Totals		\$92,191.01	\$377,000.00		\$0.00		
Total Fees Outstanding		\$0.00					
Wealth Watchers Inc.							
Property Address	Zip Code	Amount of Lien	Amount of Administrative Fee	Fees Obtained Before or After Acquisition	Amount of Lien Forgiven by the City	Lien Status/ Additional Notes	Donated by COJ
0 Mattox Avenue	32219	\$0.00	N/A	N/A	N/A	\$1,642.76 paid Dec 10, 2014	
8047 Dekle Avenue	32219	\$0.00	N/A	N/A	N/A	\$1,074.03 paid Dec 10, 2014	
9407 Waynesboro Avenue	32208	\$1,021.11	N/A	Before	N/A	Home was constructed on property in 2013 and title search did not show a lien. Nonprofit is requesting clarification from title insurance company.	
0 16th Street West	32206	\$0.00	N/A	N/A	N/A	\$1,133.83 paid Dec 10, 2014	
0 9th Street	32209	\$0.00	N/A	N/A	N/A	\$1,792.57 paid Dec 10, 2014	
9227 Waynesboro Avenue	32208	\$14,050.02	N/A	Before	\$0.00	Will request lien forgiveness from City of Jacksonville	
Totals		\$15,071.13	\$0.00		\$0.00		
Total Fees Outstanding		\$15,071.13					

CHDO Certification Guidelines
January 2015

CHDO Definitions and Overview

A Community Housing Development Organization (CHDO) is a private nonprofit, community based service organization that has staff with the capacity to develop affordable housing for the community it serves.

A Participating Jurisdiction (PJ) is any state, local government or consortium that has been designated by HUD to administer a HOME Program. The City of Jacksonville is the PJ and the HOME Program is administered by the Housing and Community Development Division (HCDD).

Operating Expenses – up to 5% of a PJ's HOME allocation may be used to provide general operating assistance to CHDOs that are receiving set-aside funds for an activity (or activities) or are under a written agreement to receive set-aside funds within 24 months of the date of the agreement.

At a minimum each PJ must commit 15% of its HOME allocation to certain eligible activities to be undertaken by CHDOs; however, CHDO certification does not automatically gain access to Operating funds which will be awarded at the discretion of HCDD.

The CHDO set-aside provides equity for community-based organizations to undertake projects, build their capacity to serve a broad range of affordable housing needs, and provide guaranteed resources for affordable housing development.

Please note that qualification is only one step in the overall funding process. PJs separately determine your eligibility for the various benefits of a CHDO. Just because you are qualified does not entitle you to any CHDO funding.

You must maintain and be able to certify your CHDO status for the entire life of your project. PJs will continue to ask you to update your CHDO documentation and certification when you have open CHDO projects, including rental projects within their compliance period.

In addition, keep in mind that "success" as a CHDO developer is not determined by whether you have qualified as a CHDO, but whether you have the capability to undertake and manage housing development projects. Tool 4 in Part III of the CHDO Survivor Kit (link is located within "Certification" statement) combines the CHDO qualification standards (those items in the list where the "deficiency" column is grayed out) with some of the capacity issues needed for CHDO success as a developer. Qualification is just the first step toward CHDO success.

CHDO Qualifying Criteria

A CHDO must meet certain requirements pertaining to its:

- legal status
- organizational structure
- organizational capacity
- staff experience

CHDO Certification Guidelines

January 2015

Legal Status

Organized under state/local law: CHDOs must be organized under state and local law.

Purpose of organization: Provision of decent housing that is affordable to low and moderate income persons must be among the purposes of the organization. This commitment must be evidenced in the CHDO's:

- charter;
- articles of incorporation;
- by laws; or
- a resolution of the CHDO's board of directors.

No individual benefit: No part of the CHDO's earnings (profits) may benefit any members, founders, contributors or individuals.

Clearly defined service area: A CHDO must have a clearly defined geographic service area.

Nonprofit status: CHDOs must have received a tax-exempt ruling from the IRS under Section 501(c)(3) of the Internal Revenue Code of 1986 in order to be designated by the PJ as a CHDO.

Permissible non-profit designations under HOME are:

- 501(c)(3) status - a charitable, non-profit corporation;
- 501(c)(4) status - a community or civic organization;
- Section 905 status - a subordinate organization of a 501(c)(3) organization.

Organizational Structure

The CHDO is intended to respond to a particular community's needs. The structure of the board of directors of a CHDO is viewed as the main indicator of community control over the CHDO.

CHDO Board: The CHDO board must be composed as follows:

- ❖ At least one-third must be representatives of the low-income community.
 - Low-income input: Input from the low-income community is not met solely by having low-income representation on the board.
 - A CHDO must also provide a formal process for low-income beneficiaries to advise the CHDO on project needs. The process must be in writing, and must be included in the organization's by-laws or adopted by board resolution.
- ❖ No more than one-third may be representatives of the public sector (including any Employees of the PJ)
 - This limitation is intended to ensure that separation exists between PJs and CHDOs, and that CHDOs are indeed community-based and community-controlled organizations.
- ❖ The balance of the board is unrestricted.

Capacity and Experience

Experience:

A CHDO must demonstrate that it has, at a minimum, one year of experience serving the community where it intends to develop HOME-assisted housing. In addition, **the PJ requires proof of the production (acquisition/rehab/resale or rental, acquisition/new construction of rental housing or single family housing for homeownership) of at least two units of housing between October 1, 2013 – December 31, 2014**

CHDO Certification Guidelines

January 2015

Newly created organization's, one year or less than one year 501(c)(3) status, wishing to become CHDOs can meet this requirement if the parent (or sponsoring) organization is a nonprofit and has provided services to the community for at least one year.

CHDO capacity:

CHDOs must demonstrate the capacity of their key staff to carry out the HOME assisted activities they are planning. This means that CHDOs must have:

- Experienced key staff who have successfully completed projects similar to those proposed by the CHDO; OR
- A CHDO may assume the role of a developer of a proposed housing project utilizing HOME funds.

Eligible Uses of Home Funds by CHDO'S

Eligible uses of HOME funds for CHDO activities include:

- Acquisition/Rehab/Resale activities for rental housing or homeownership
- New construction of rental housing
- Acquisition New Construction of single family housing for homeownership

Ineligible Uses of Home Funds by CHDO'S

Ineligible uses of HOME funds for CHDO activities include:

- Tenant-based rental assistance (TBRA)
- Owner-occupied rehabilitation
- Brokerage or real estate transactions

CHDO Eligibility Questionnaire

CHDO certification applications will be accepted and reviewed once per fiscal year. Applications for certification will not be accepted throughout the year. After a review of the application by HCDD, applicants will receive notification of the status of the request.

Applications that do not receive certification can apply at the beginning of the next fiscal year. While HCDD will advise applicants as to the reasons for non certification, it is the responsibility of the applicant to resolve all identified issues.

HCDD must receive all of the information outlined in the pages that follow for an organization to be considered for CHDO eligibility. All applications must be complete with all required supporting documentation. No cure period will be provided. NO exceptions. All applications must be received by 4:30 p.m. on June 30, 2015.

If you have any questions, please contact the Project Manger at (904) 255-8200. Upon completion of the application, please send two copies (one original and one copy) of the application to:

Housing & Community Development Division
214 North Hogan Street, 3rd Floor
Jacksonville, Florida 32202
Office (904) 255-7800

CHDO Certification Guidelines
January 2015

Applicant Information

Organization: _____

Federal Tax I.D. Number: _____

Organization CEO: _____

Contact Person/Title: _____

Address: _____

Phone No.: _____ Fax No.: _____

Email: _____

Website (if any): _____

Certification

All of the information presented to be used for consideration of CHDO eligibility is true and correct to the best of my knowledge and that I/my organization fully understands and agrees to the requirements of this program. I/my organization further certifies that I/my organization has read, reviewed and understands the HOME CHDO Final Rule as published by the U.S. Department of Housing and Urban Development, Office of Community Planning and Development, that can be found at the following link: <https://www.hudexchange.info/resource/3171/home-final-rule-chdo-roles-webcast/>

Organization: _____

Typed Name of Preparer: _____

Signature of Executive Director: _____ Date: _____

Typed Name of Executive Director: _____

Signature of Board President: _____ Date: _____

Typed Name of Board President: _____



OFFICE OF THE DIRECTOR

MEMORANDUM

TO: Ad Hock Committee on Blight Members

FROM: Calvin L. Burney, Sr., Director
Planning and Development Department

DATE: January 14, 2015

SUBJECT: Status Update
Quickway Food Store
5430 Avenue B
Jacksonville, FL 32209

On December 17, 2014, I conducted a site visit of the Quickway Food Store to review the progress Mr. Safar had made regarding the suggested site improvements. To date, Mr. Safar has implemented:

- Painted the building's exterior.
- Built a privacy fence around the dumpster.
- Removed the top half of the Amoco sign. I agreed to allowing the bottom half of the sign to be utilized to advertise his business.
- Begun removing the trash and rubbish from the back of the building.

I am scheduled to meet Mr. Safar on Thursday, January 15, 2015 to discuss the striping of the parking area, the peripheral fence location and discuss any outstanding issues/questions Mr. Safar may have.